

# MINUTES OF THE REGULAR BOARD MEETING PARK FOREST WATER DISTRICT

November 18, 2019

Public Hearing Meeting

A public hearing meeting of the Board of Directors of the Park Forest Water District (referred to hereafter as the "Board") was held on Monday the 18th of November at 6:00 p.m. at the Black Forest Fire Station, located at 11445 Teachout Road, Colorado Springs, Colorado 80908. The meeting was open to the public in accordance with: CO Rev Stat § 24-6-402 (2016).

President Pam Sekac called the meeting to order at 6:00 p.m.

**Board Members Present:** Pam Sekac, Tim Connelly, Jason Kerekas, Marni Huller.

**PFWD Staff Present:** Lynn Willow.

**Visitors:** Sherri Zehner, Kathy Marx, Terry Brunsen, Brian Lee, Emma Malz, Michelle Connelly.

**Visitor Comments:** Concerns with budget costs and rate increases. Comments on need for better communication. Suggestions on posting meeting agendas. Asked for budget and rate increases to be put on website. Asked for newsletters to be more prevalent. Suggested website contain ways to contact the office, office hours and when calls could be expected to be returned. Suggested to have the compliance water report on the website. Would like to see pertinent information on the website, such as what temperature limit should homeowner water heaters should be set at in order not to break down the sequestering agent that keeps the natural iron and manganese from staining laundry.

**Review of Minutes:** Review of the minutes of October 21st, 2019. Pam motioned to accept the minutes with minor changes. Marni seconded. Approved. Review of the minutes of November 6th, 2019. Pam motioned to accept the minutes with minor changes. Marni seconded. Approved.

**Treasurer's Report:** Treasurer's Report was presented by Jason.

- Working on the budget.

A motion to accept the treasurer's report was made by Pam, seconded by Marni. Approved.

**Invoice Processing:** A motion to accept the vendor list for payment of \$92,708.78 with \$39,644.03 for capital improvements was made by Pam, seconded by Jason. Approved.

**Bookkeeper Report:**

- Black Hills Energy's bill is for \$75.05 and has been paid.
- Tax liability of \$1769.38 has been paid.
- MVEA's bill for \$5179.90 has been paid.
- A transfer of \$39,644.03 from the capital account to the FSB checking account for capital projects is needed. Jason motioned to do so, Tim seconded, approved.
- Key deposits of \$150 for the Water General have been collected and deposited into the FSB checking account. A transfer needs to be approved to move this money into the Colorado Trust account.

**ORC/Operator Report:** The ORC report was presented by Lynn Willow.

- Bac-T samples were negative for this month.
- Capital improvement project is complete.

**Secretary's Report:** There was nothing of significance to report.

**Other Business:**

- Discussion on the budget as presented.
- Pam motioned to accept the draft budget. Jason seconded. Approved.
- Discussion on rate increase.
- Discussion on district manager position.


**Executive Session:**

Pursuant to Sections 24-6-402(4)(b) (e), C.R.S., upon a motion duly made by Pam Sekac and seconded by Tim Connelly at 8:27 PM and, upon affirmative vote of the quorum present, the Board convened in Executive Session at 6:00 PM. For discussion on on-going lawsuit. C.R.S Pursuant to Section 24-6-402(2) (d.5) (II)(B), C.R.S., no record will be kept by Park Forest Water District of this Executive Session that, in the opinion of the District's attorney, constitutes privileged attorney-client communication. The Board reconvened in regular session at 8:56 P.M. upon a motion duly made by Tim Connelly, seconded by Pam Sekac and, upon vote, unanimously carried.

**Adjournment:** A motion to adjourn the meeting at 8:57 PM. was made by Jason. Seconded by Marni. Approved.

**The next scheduled regular meeting will be held on Wednesday December 11th, 2019 at PFWD administration building located at 7340 McFerran Road at 6:00 PM.**

Signed:

  
\_\_\_\_\_, Secretary